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MAINE

OCCUPATIONAL STAFFING PATTERNS

For

Federal Government,

October 1980

State Government,

June 1979

And

Local Government,

May 1979

BUREAU OF EMPLOYMENT SECURITY
DIVISION OF ECONOMIC ANALYSIS AND RESEARCH 20 UNION STREET, AUGUSTA, ME 04330
A BUREAU OF THE MAINE DEPARTMENT OF LABOR

BEST AVAILABLE COPY

MAINE OCCUPATIONAL STAFFING PATTERNS

FOR

FEDERAL GOVERNMENT, OCTOBER 1980

STATE GOVERNMENT, JUNE 1979

AND

LOCAL GOVERNMENT, MAY 1979

This labor market information is developed through a cooperative program with the U.S. Bureau of Labor Statistics, and is funded by the U.S. Employment and Training Administration

DIVISION OF ECONOMIC ANALYSIS AND RESEARCH
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PREFACE

We wish to express our thanks to all those who cooperated in filling out the questionnaire which supplied the necessary occupational employment data on which the estimates presented herein are based, and to the Maine Department of Personnel for making their files available for this purpose. This publication would not have been possible without their support.

We also wish to extend our thanks to the U.S. Department of Labor, both in Washington, D.C. and the regional level in Boston, Massachusetts, for their assistance in this federal-state cooperative effort.

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INTRODUCTION

This publication is one of a continuing number of reports covering occupational employment for selected industries in Maine. The information in these reports relates to the first part of a "State Comprehensive Manpower Information System" which was defined and mandated in 1962 with the Manpower Development and Training Act, then the Vocational Education Act of 1963 and as amended in 1968, the Comprehensive Employment and Training Act of 1973, and again with the Vocational Education Act Amendments of 1976. This federal legislation, coupled with the rapidly expanding awareness of the public of the need for more vocational training, has resulted in an unparalleled demand for current data on employment by occupation and for projections of future employment requirements by occupation.

The Occupational Employment Statistics (OES) Program has emerged as the System which is expected to supply much of the data leading to a "State Comprehensive Manpower Information System." This program is a federal-state endeavor involving many state employment security agencies throughout the nation in conjunction with the Employment and Training Administration and the Bureau of Labor Statistics. This Occupational Employment Statistics Program consists of three distinct, yet integral components: survey operations, industry-occupation matrix, and projections.

The first part of the OES program consists primarily of collecting occupational employment data by industry through a survey questionnaire mailed to a sample of establishments throughout the State. The sample data received is expanded to statewide totals by industry, using a system of weights and benchmark factors, thus producing staffing patterns which can be applied to current or projected estimates of industrial employment for the State or for areas within the State to produce current or projected occupational estimates. However, the surveys for federal and state government presented in this publication consisted of a total count of employees. Please see the section on methodology for a further explanation on collection techniques.

This publication, a direct result of the survey phase of the OES program, contains the staffing patterns for federal, state, and local government. The actual employment data was collected as of October 1980 for federal government, the week of the 12th of June 1979 for state government, and the week of the 12th of May 1979 for local government.

Other booklets have already been published covering nearly all wage and salary workers in Maine. Approximately one-third of the State's industries will be surveyed each year, so that the entire economy will be covered every three years. Using this cycle, employers are asked to provide occupational data only once every three years insuring that no part of the data is over three years old, and that significant changes in the staffing patterns of industries can be identified early, as the trend develops.

The information obtained from these surveys will be used in the second phase of the OES Program to construct industry-occupation matrices covering all sectors of our economy. these matrices, in turn, will provide the data that will be used to project occupational requirements and will be one of the basic ingredients of the "Comprehensive Manpower Information System.

FEDERAL GOVERNMENT

Occupation	Estimated Employment	Percent of Total Employment
TOTAL ALL OCCUPATIONS	8,979	100.00
Managers and Officers	1,376	15.32
Public Administration Inspectors, except Construction	417	4.64
Construction Inspector	25	0.28
Postmaster and/or Mail Superintendent	470	5.23
All Other Managers	464	5.17
Professional Occupations	1,068	11.89
Agricultural Engineer	1	0.01
Civil Engineer	28	0.31
Electrical and Electronic Engineer	14	0.16
Industrial Engineer	2	0.02
Mechanical Engineer	15	0.17
Safety Engineer	1	0.01
Nuclear Engineer	2	0.02
All Other Engineers	17	0.19
Financial Analyst	1	0.01
Statistician	1	0.01
Chemist	3	0.03
Geologist and Geophysicist	17	0.19
Meteorologist	13	0.14
Physicist	2	0.02
Agricultural Scientist	20	0.22
Biological Scientist	23	0.26
Forester and Conservation Scientist	45	0.50
Economist	3	0.03
Psychologist	15	0.17
Urban and Regional Planner	1	0.01
Systems Analyst, Electronic Data Processing	8	0.09
Teacher and/or Instructor, Nonvocational Education	11	0.12
Photographer	2	0.02
Purchasing Agent and/or Buyer	50	0.56
Accountant and/or Auditor	45	0.50
Architect	8	0.09
Caseworker	24	0.27
Clergy	5	0.06
Commercial Artist	1	0.01
Dentist	5	0.06
Dietition and/or Nutritionist	6	0.07
Writer and/or Editor	1	0.01
Law Clerk	10	0.11
Lawyer	18	0.20

FEDERAL GOVERNMENT (cont.)

Occupation	Estimated Employment	Percent of Total Employment
Professional Occupations (continued)		
Librarian, Professional	5	0.06
Nurse, Professional	201	2.24
Paralegal Personnel	1	0.01
Personnel and Labor Relations Specialist	41	0.46
Pharmacist	8	0.09
Physical Therapist	5	0.06
Occupational Therapist	4	0.04
Corrective Therapist	6	0.07
Manual Arts, Music, and/or Recreational Therapist	5	0.06
All Other Therapists	1	0.01
Physician and/or Surgeon	79	0.88
Public-Relations Practitioner	2	0.02
Veterinarian	13	0.14
Judge	5	0.06
Tax Examiner, Collector and/or Revenue Agent	90	1.00
Appraiser, Real Estate	4	0.04
Group Recreation Worker	1	0.01
All Other Professional Workers	179	1.99
Technical Occupations	531	5.91
Computer Programmer	3	0.03
Drafter	4	0.04
Electrical and Electronic Technician	105	1.17
Surveyor	4	0.04
Broadcast Technician	12	0.13
All Other Engineering Technicians	31	0.35
Physical Science Technician	23	0.26
Biological Science Technician	123	1.37
Air Traffic Controller	77	0.86
Dental Assistant	8	0.09
Physician's Assistant	6	0.07
Airplane Pilot	14	0.16
Technical Assistant, Library	2	0.02
Pharmacy Helper	6	0.07
Medical Record Librarian	2	0.02
Dental Hygienist	2	0.02
Medical Laboratory Technologist	20	0.22
Radiologic Technologist and/or Nuclear Medical Technologist	11	0.12
Prosthetist-Orthotist	2	0.02
Electrocardiograph Technician	11	0.12
All Other Medical and Dental Technicians and Technologists	19	0.21
All Other Technical Workers	46	0.51

FEDERAL GOVERNMENT (cont.)

Occupation	Estimated Employment	Percent of Total Employment
Service Occupations	642	7.15
Janitor, Porter, or Cleaner	91	1.01
Guard or Doorkeeper	40	0.45
Butcher and/or Meat Cutter	13	0.14
Cook, Institution or Cafeteria	17	0.19
All Other Food Service Workers	116	1.29
Barber	3	0.03
Housekeeper	2	0.02
Nurse Aide and/or Orderly	183	2.04
Fish and Game Warden	3	0.03
Social Service Aide	2	0.02
Occupational Therapy Assistant	4	0.04
Police and Detective Supervisor	23	0.26
Detective, Police	31	0.35
U.S. Marshall	9	0.10
Fire Fighter	105	1.17
Maintenance and Production Occupations	1,197	13.33
Supervisor, Nonworking	8	0.09
Mechanic, Aircraft	82	0.91
Mechanic, Automotive	39	0.43
Body Repairer, Automotive	3	0.03
Electric Tool Repairer	1	0.01
Electromedical Equipment Repairer	3	0.03
Engineering Equipment Mechanic	47	0.52
Locksmith	3	0.03
Mechanic, Maintenance	94	1.05
Refrigeration Mechanic and/or Air Conditioning Mechanic	12	0.13
Electronic Mechanic	39	0.43
Gas and Electric Appliance Repairer	2	0.02
All Other Mechanics and Repairers	17	0.19
Marker, Classifier, Wet Wash Assembler, Detacher, and/or Checker	13	0.14
Washer, Machine and/or Starcher	5	0.06
Dry Cleaning Machine Operator	1	0.01
Laundry Presser, Machine	1	0.01
Truck Driver	45	0.50
Cabinetmaker	4	0.04
Cable Splicer	6	0.07
Carpet Cutter and/or Carpet Layer	2	0.02
Carpenter	57	0.63
Conductor, Train	2	0.02
Crane, Derrick, or Hoist Operator	6	0.07
Crater	3	0.03
Electrician	48	0.53
Exterminator	3	0.03
Heavy Equipment Operator	39	0.43

FEDERAL GOVERNMENT (cont.)

Occupation	Estimated Employment	Percent of Total Employment
Maintenance and Production Occupations (continued)		
Industrial Truck Operator	15	0.17
Inspector	13	0.14
Installer Repairer and/or Section Maintainer, Telephone	4	0.04
Line Installer-Repairer	1	0.01
Maintenance Repairer, General Utility	59	0.66
Painter, Maintenance	42	0.47
Plumber and/or Pipefitter	47	0.52
Production Packager, Hand or Machine	1	0.01
Roofer	1	0.01
Dental Laboratory Technician	2	0.02
Sewage Plant Operator	6	0.07
Sewing Machine Operator, Regular Equipment--Garment	4	0.04
Sheet Metal Worker	10	0.11
Stationary Engineer	21	0.23
Stationary Boiler Firer	58	0.65
Stonemason	5	0.06
Tile Setter	1	0.01
Water Treatment Plant Operator	9	0.10
Welder and/or Flamecutter	7	0.08
Offset Lithographic Press Operator, Sheet, Roll or Web Fed	5	0.06
Platemaker	1	0.01
Service Station Attendant, Fuel Pump Attendant and/or Lubricator	7	0.08
Furniture Finisher	2	0.02
Machine Tool Operator, Combination	5	0.06
Tester	1	0.01
Bindery Worker	1	0.01
Gardener and Groundskeeper	6	0.07
All Other Skilled Craft and Kindred Workers	5	0.06
All Other Operatives and Semiskilled Workers	50	0.56
All Other Laborers and Unskilled Workers	223	2.48
Clerical Occupations	4,121	45.90
Clerical Supervisor, Office or Plant	6	0.07
Computer Operator	15	0.17
Keypunch Operator	15	0.17
Tabulating Machine Operator	2	0.02
All Other Office Machine Operators	3	0.03
Stenographer	44	0.49
Accounting Clerk	75	0.84
Bookkeeper, Hand	7	0.08

FEDERAL GOVERNMENT (cont.)

Occupation	Estimated Employment	Percent of Total Employment
Clerical Occupations (continued)		
Cashier	10	0.11
Claim Adjuster	19	0.21
Claims Clerk	67	0.75
General Clerk, Office	404	4.50
Mail Clerk	33	0.37
Payroll and/or Timekeeping Clerk	14	0.16
Personnel Clerk	39	0.43
Procurement Clerk	9	0.10
Real Estate Clerk	4	0.04
Secretary	118	1.31
Statistical Clerk	5	0.06
Switchboard Operator	22	0.25
Messenger	3	0.03
Travel Clerk	2	0.02
Typist	205	2.28
Postal Service Clerk	726	8.09
All Other Office Clerical Workers	118	1.31
Production Clerk and/or Coordinator	47	0.52
Shipping Packer	2	0.02
Shipping and/or Receiving Clerk	11	0.12
Stock Clerk, Stockroom, Warehouse, or Storage Yard	3	0.03
Postal Mail Carrier	1,997	22.24
All Other Plant Clerical Workers	96	1.07
Sales Occupations	44	0.49
Sales Clerk	44	0.49

STATE GOVERNMENT

Occupation	Estimated Employment	Percent of Total Employment
TOTAL ALL OCCUPATIONS	12,315	100.00
Managers and Officers	1,387	11.26
Chief Executives, General Administrators and Legislators	186	1.51
Construction Inspector	5	0.04
Public Administration Inspectors, Except Construction	336	2.73
All Other Managers and Officers	860	6.98
Professional Occupations	2,799	22.73
Civil Engineer	187	1.52
Mechanical Engineer	1	0.01
Safety Engineer	1	0.01
All Other Engineers	7	0.06
Mathematical Scientist	3	0.02
Chemist	23	0.19
Geologist and Geophysicist	18	0.15
All Other Physical Scientists	4	0.03
Biological Scientist	82	0.67
Forester and Conservation Scientist	36	0.29
All Other Life Scientists	52	0.42
Economist	37	0.30
Psychologist	15	0.12
Sociologist	1	0.01
Urban and Regional Planner	16	0.13
All Other Social Scientists	3	0.02
Systems Analyst, Electronic Data Processing	66	0.54
Vocational and Educational Counselor	224	1.82
Photographer	6	0.05
Purchasing Agent and/or Buyer	12	0.10
Accountant and/or Auditor	185	1.50
Landscape Architect	6	0.05
Architect	2	0.02
Budget Analyst	6	0.05
Caseworker	429	3.48
Commercial Artist	3	0.02
Dietitian and/or Nutritionist	7	0.06
Employment Interviewer	95	0.77
Law Clerk	27	0.22
Lawyer	119	0.97
Librarian, Professional	38	0.31
Nurse, Professional	143	1.16
Occupational Therapist	8	0.06
Paralegal Personnel	3	0.02
Personnel and Labor Relations Specialist	33	0.27

STATE GOVERNMENT (cont.)

Occupation	Estimated Employment	Percent of Total Employment
Professional Occupations (continued)		
Physical Therapist	7	0.06
Physician and/or Surgeon	8	0.06
Public Relations Practitioner	19	0.15
Veterinarian	7	0.06
Community Organization Worker	17	0.14
Welfare Investigator	19	0.15
Judge	42	0.34
Tax Examiner, Collector and/or Revenue Agent	69	0.56
Assessor	41	0.33
All Other Therapists	3	0.02
Group Recreation Worker	3	0.02
Speech Pathologist and/or Audiologist	7	0.06
Claims Taker, Unemployment Benefits	86	0.70
All Other Professional Workers	573	4.65
Technical Occupations	641	5.21
Computer Programmer	27	0.22
Drafter	6	0.05
Electrical and Electronic Technician	1	0.01
All Other Engineering Technicians	459	3.73
Science Technician	31	0.25
Physician's Assistant	1	0.01
Licensed Practical Nurse	26	0.21
Radio Operator	43	0.35
Medical and Dental Technician	26	0.21
All Other Technical Workers	21	0.17
Service Occupations	1,904	15.46
Supervisor, Nonworking	27	0.22
Police and Detective Supervisor	69	0.56
Police Patrol Officer	261	2.12
Correction Officer and/or Jailer	231	1.88
Janitor, Porter, or Cleaner	229	1.86
Guard and Doorkeeper	27	0.22
Cook, Institution	34	0.28
All Other Food Service Workers	19	0.15
Nurse Aide and/or Orderly	25	0.20
Recreation Facility Attendant	91	0.74
Forest Conservation Worker	136	1.10
Fish and Game Warden	167	1.36
Child-Care Worker	12	0.10
Social Service Aide	58	0.47
All Other Service Workers	518	4.21
Maintenance and Production Occupations	2,426	19.70
Supervisor, Nonworking	275	2.23
Mechanic, Automotive	175	1.42
Mechanic, Maintenance	36	0.29
Diesel Mechanic	9	0.07

STATE GOVERNMENT (cont.)

Occupation	Estimated Employment	Percent of Total Employment
Maintenance and Production Occupations (continued)		
Radio Mechanic	11	0.09
All Other Mechanics and Repairers	12	0.10
Truck Driver	16	0.13
Bus Driver	2	0.02
Carpenter	44	0.36
Compositor and/or Typesetter	1	0.01
Electrician	18	0.15
Heavy Equipment Operator	16	0.13
Instrument Repairer	1	0.01
Machinist	3	0.02
Maintenance Repairer, General Utility	8	0.06
Painter, Maintenance	17	0.14
Plumber and/or Pipefitter	6	0.05
Stationary Engineer	9	0.07
Stationary Boiler Firer	21	0.17
Highway Maintenance Repairer	1,247	10.13
Gardener and Groundskeeper	7	0.06
All Other Skilled Craft and Kindred Workers	58	0.47
All Other Operatives and Semiskilled Workers	114	0.93
All Other Laborers and Unskilled Workers	320	2.60
Clerical Occupations	3,027	24.58
Clerical Supervisor, Office or Plant	78	0.63
Bookkeeping and/or Billing Machine Operator	19	0.15
Computer Operator	34	0.28
Keypunch Operator	109	0.89
Duplicating Machine Operator	18	0.15
All Other Office Machine Operators	1	0.01
Stenographer	306	2.48
Accounting Clerk	133	1.08
Cashier	169	1.37
File Clerk	2	0.02
General Clerk, Office	317	2.57
Library Assistant	11	0.09
Mail Clerk	10	0.08
Personnel Clerk	1	0.01
Receptionist	1	0.01
Secretary	86	0.70
Statistical Clerk	2	0.02
Switchboard Operator	18	0.15
Switchboard Operator--Receptionist	3	0.02
Messenger	8	0.06
Typist	1,022	8.30
Eligibility Worker, Welfare	237	1.92

STATE GOVERNMENT (cont.)

Occupation	Estimated Employment	Percent of Total Employment
Clerical Occupations (continued)		
Court Clerk	202	1.64
License Clerk	76	0.62
All Other Office Clerical Workers	86	0.70
Shipping and/or Receiving Clerk	21	0.17
Stock Clerk	50	0.41
Dispatcher, Vehicle, Service or Work	6	0.05
All Other Plant Clerical Workers	1	0.01
Sales Occupations	131	1.06
Sales Clerk	131	1.06

LOCAL GOVERNMENT

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	16,380	100.00	na	na
Managers and Officers	2,780	16.97	na	na
Public Administration Inspector, except Construction	90	0.55	14	10
Construction Inspector	170	1.04	10	25
Chief Executive, General Administrator, or Legislator	1,380	8.42	4	69
All Other Managers and Officers	1,140	6.96	4	69
Professional Occupations	1,700	10.38	na	na
Civil Engineer	110	0.67	11	16
All Other Engineers	20	0.12	na	na
Natural Scientists	10	0.06	na	na
Urban and Regional Planner	100	0.61	25	8
Purchasing Agent and/or Buyer	10	0.06	10	2
Accountant and/or Auditor	80	0.49	12	12
Caseworker	60	0.37	7	4
Commercial Artist	10	0.06	36	2
Lawyer	30	0.18	13	6
Librarian, Professional	110	0.67	9	13
Nurse, Professional	40	0.24	17	6
Paralegal Personnel	10	0.06	26	2
Personnel and/or Labor Relations Specialist	10	0.06	12	3
Physician and/or Surgeon	10	0.06	28	3
Community Organization Worker	30	0.18	28	4
Welfare Investigator	20	0.12	13	5
Judge	10	0.06	24	4
Magistrate	20	0.12	38	2
Tax Examiner, Collector and/or Revenue Agent.	240	1.47	8	31
Assessor	500	3.05	8	41
Group Recreation Worker	230	1.40	8	15
All Other Professional Workers	40	0.24	na	na
Technical Occupations	170	1.04	na	na
Computer Programmer	10	0.06	6	2
Drafter	30	0.18	28	3
Surveyor	10	0.06	31	3
Civil Engineering Technician	20	0.12	5	2
All Other Engineering Technicians	10	0.06	na	na
Science Technician	10	0.06	28	2
Technical Assistant, Library	70	0.43	8	4
All Other Technical Workers	10	0.06	na	na

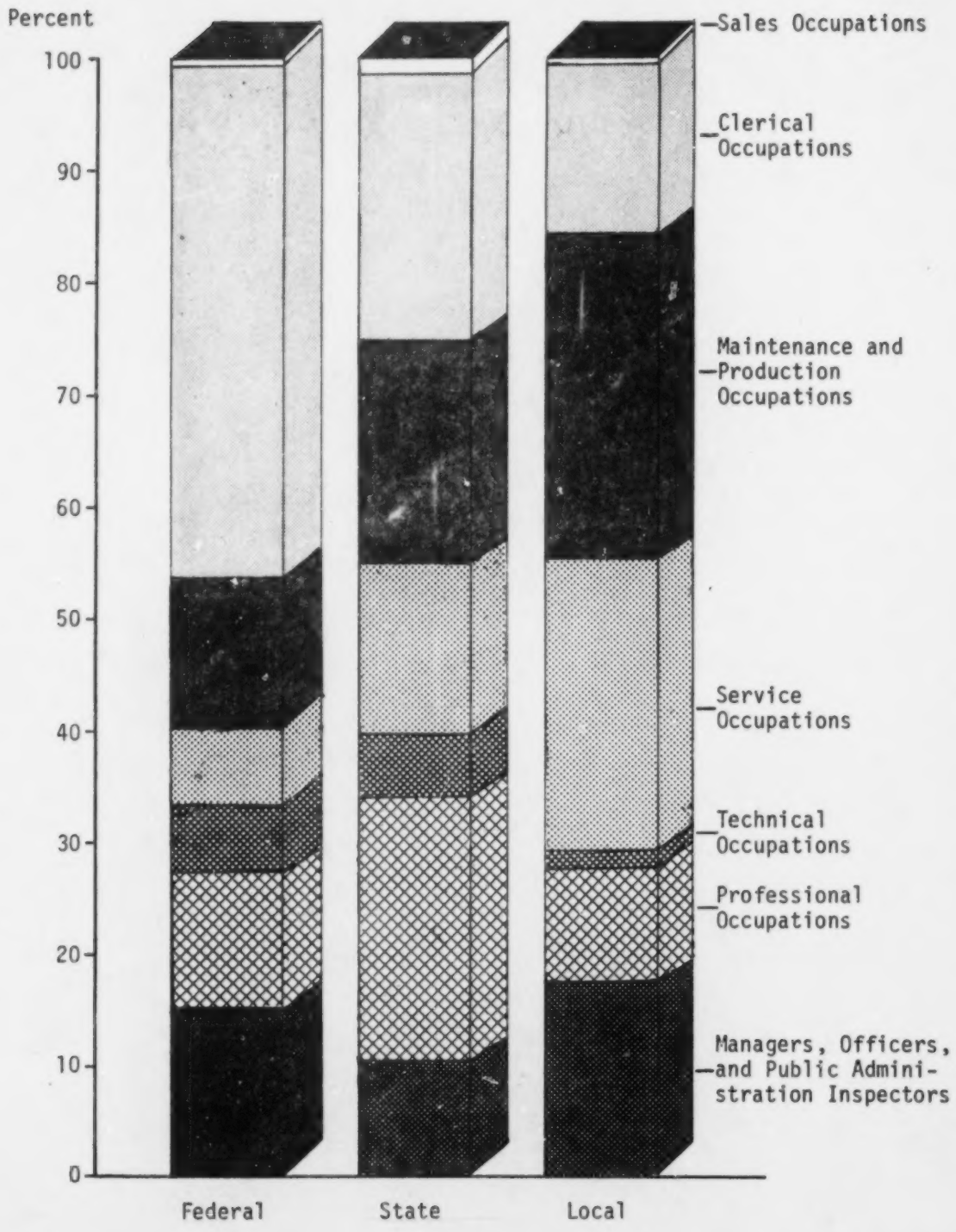
LOCAL GOVERNMENT (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Service Occupations	4,500	27.47	na	na
Supervisor, Nonworking	30	0.18	11	2
Janitor, Porter, or Cleaner	410	2.50	6	34
Guard or Doorkeeper	20	0.12	14	1
Kitchen Helper	30	0.18	3	2
Cook, Institution	40	0.24	23	4
All Other Food Service Workers	30	0.18	na	na
Recreation Facility Attendant	90	0.55	11	4
Forest Conservation Worker	10	0.06	14	1
School Crossing Guard	300	1.83	7	15
Social Service Aide	10	0.06	19	1
Police and Detective Supervisor	320	1.95	4	28
Detective, Police	70	0.43	5	9
Police Patrol Officer	1,420	8.67	3	42
Parking Enforcement Officer	40	0.24	15	6
Correction Officer and/or Jailer	170	1.04	21	4
Sheriff	120	0.73	28	11
Bailiff	20	0.12	22	4
Fire Fighting and Prevention Supervisor	280	1.71	6	8
Fire Inspector	10	0.06	14	2
Fire Fighter	860	5.25	5	16
All Other Service Workers	220	1.34	na	na
Maintenance and Production Occupations	4,610	28.14	na	na
Supervisor, Nonworking	150	0.92	11	19
Mechanic, Automotive	80	0.49	5	8
Diesel Mechanic	40	0.24	33	2
Engineering Equipment Mechanic	20	0.12	9	2
Mechanic, Maintenance	40	0.24	19	6
Treatment Plant Mechanic	20	0.12	14	3
All Other Mechanics and Repairers	40	0.24	na	na
Truck Driver	350	2.14	7	13
Carpenter	40	0.24	19	4
Electrician	20	0.12	22	2
Heavy Equipment Operator	290	1.77	8	21
Maintenance Repairer, General Utility	470	2.87	9	24
Helper, Trades	140	0.85	11	2
Painter, Maintenance	30	0.18	20	3
Pipelayer	70	0.43	33	2
Plumber and/or Pipefitter	10	0.06	45	1
Refuse Collector	100	0.61	9	10
Sewage Plant Operator	250	1.53	11	20
Animal Caretaker	10	0.06	10	3
Water Treatment Plant Operator	110	0.67	22	8
Pump Station Operator, Waterworks	30	0.18	19	3

LOCAL GOVERNMENT (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Maintenance and Production Occupations (cont.)				
Welder and/or Flamecutter	10	0.06	10	1
Service Station Attendant, Fuel Pump Attendant and/or Lubricator	10	0.06	8	1
Highway Maintenance Repairer	1,310	8.00	5	49
Surveyor Helper	10	0.06	27	3
Gardener and/or Groundskeeper	380	2.32	11	20
Bus Driver, School	20	0.12	38	2
Ambulance Driver and/or Attendant	160	0.98	15	6
All Other Skilled Craft and Kindred Workers	30	0.18	na	na
All Other Operatives and Semiskilled Workers	130	0.79	na	na
All Other Laborers and Unskilled Workers	240	1.47	na	na
Clerical Occupations	2,610	15.93	na	na
Clerical Supervisor, Office or Plant	20	0.12	7	1
Bookkeeping and/or Billing Machine Operator	20	0.12	13	4
Computer Operator	20	0.12	9	5
Keypunch Operator	10	0.06	9	2
Duplicating Machine Operator	10	0.06	12	2
Accounting Clerk	120	0.73	8	14
Bookkeeper, Hand	190	1.16	10	28
Cashier	50	0.31	4	3
File Clerk	30	0.18	22	2
General Clerk, Office	340	2.08	9	33
Library Assistant	140	0.85	10	9
Payroll and/or Timekeeping Clerk	60	0.37	3	6
Receptionist	10	0.06	27	2
Secretary	380	2.32	6	36
Statistical Clerk	10	0.06	24	2
Switchboard Operator/Receptionist	10	0.06	36	3
Typist	260	1.59	9	18
Eligibility Worker, Welfare	20	0.12	12	4
Town Clerk	350	2.14	5	54
License Clerk	30	0.18	22	5
All Other Office Clerical Workers	50	0.31	na	na
Meter Reader, Utilities	30	0.18	30	4
Stock Clerk, Stockroom, Warehouse, or Storage Yard	20	0.12	15	4
Dispatcher, Vehicle, Service or Work	30	0.18	15	3
Dispatcher, Police, Fire, and Ambulance	390	2.38	7	27
All Other Plant Clerical Workers	10	0.06	na	na
Sales Occupations	10	0.06	na	na
Sales Clerk	10	0.06	17	1

PERCENT DISTRIBUTION OF EMPLOYMENT
BY MAJOR OCCUPATIONAL CATEGORIES
IN FEDERAL, STATE, AND LOCAL GOVERNMENTS



METHODOLOGY

Federal Government

The occupational employment data for this survey was sent to the Maine Department of Labor, Bureau of Employment Security by the U.S. Bureau of Labor Statistics. The data was taken from the Central Personnel Data System (CPDS) maintained by the Office of Personnel Management (OPM). All data was converted into the Occupational Employment Statistics (OES) occupational classification system.

The data represented in this publication include full-time temporary, full-time permanent, part-time temporary and part-time permanent employees on the federal payroll who were paid in the State of Maine as of October 1980, including workers employed in federal hospitals. Because this represents a total count, or census, the figures were not rounded, and there was no relative error since the data was not estimated from a sample.

State Government

The Maine Department of Labor, Bureau of Employment Security received from the State Department of Personnel an "employee file" which lists all classified persons employed by the State of Maine and most of the unclassified positions. This file is updated constantly. The data represented in this publication are as of the week of June 12, 1979. From this file, all employees in the executive branch of state government were tallied except those employed in hospitals or educational services. Information to supplement this file was collected from all other state government units in the judicial and legislative branches, the Maine Turnpike Authority, and the Department of Transportation for their outstationed work crews, which are not included in the employee file. The State has approximately 1,200 different job titles, all of which had to be converted to the Occupational Employment Statistics (OES) occupational classification system.

Since the data in this publication represent a total count, or census, the figures were not rounded, and there was no relative error since the data were not estimated from a sample.

Local Government

The United States Department of Labor, Bureau of Labor Statistics provided the State of Maine with the 1977 Census of Local Governments. This census was then updated with lists of active municipal or quasi-municipal units, as of 1979, such as Regional Planning Commissions, Maine Water Utilities, Sewer Districts, Electric Utilities, Soil and Water Conservation Districts, and Housing Authorities. This final list, or sampling frame, consisted of 693 units from which a sample of 302 units was drawn. This represented 43.6 percent of total local government units.

This survey consisted of an initial mailing and two follow-up mailings to nonrespondents. Occupational data was requested for the week of May 12,

1979. Phone calls and personal visits were made to those units whose responses were considered critical for valid estimates. Usable responses were received from 249 units or 82.5 percent of the sample.

Each completed questionnaire returned was edited and screened both manually and mechanically for consistency and accuracy. The resulting "clean data file" served as the basis for estimating total occupational employment. The "clean employer questionnaires were separated into seven size groups, according to the number of persons employed by each. The reported total employment and occupational employment on each form was then multiplied by the weight which had been assigned to it during sample selection. This data was then inflated to total local government employment for May 1979 based on our Current Employment Statistics (CES) program. This was accomplished by dividing the total weighted survey data by size class into the universe data by correponding size classes, thus producing benchmark factors. These factors were applied to the occupational data to account for nonresponding units and new units which emerged after the sample had been drawn. The resulting occupational estimates were summed across size classes and rounded to the nearest ten. The percent of occupational distribution for local government was then calculated.

Accuracy of Occupational Employment Data

There are two types of errors which affect the accuracy of the estimates published here--sampling and nonsampling errors. Sampling error is a specific arithmetic measure of the precision of an estimate. It is the difference between the estimate computed from the sample data and the result that would be obtained if the same methods were used to collect identical information from the entire population or universe. The relative error entries listed in this report are the sampling errors of each occupation expressed as a percent of that occupational estimate. In other words, relative error means that the chances are two out of three (a 68 percent confidence level) that the results of a comparable full-scale data collection (the universe) using the same survey approach would not differ by more than the percent error shown. The chances are 19 out of 20 (a 95 percent confidence level) that the results would not differ by more than twice the percent error shown. For example, it is estimated in this report that there are 1,420 police patrol officers in local government with a 3 percent relative error. Thus, at a 68 percent confidence level, it is assured that the results of a full-scale count of police patrol officers in this industry would not differ from this estimate by more than 43, i.e., 1,420 times 3 percent. At a 95 percent confidence level, the universe count would not differ from the estimate by more than 6 percent of 1,420, or 85 workers.

Nonsampling errors result from external factors in a survey rather than from the fact that a sampling technique was used. Examples of these errors are: response errors, processing errors, computational errors, etc. The possibility of these errors was recognized from the start of the survey and every effort was made to avoid them.

TECHNICAL NOTES

Estimated Employment

Total estimated employment in federal government includes all temporary and permanent employees on the federal payroll who were paid in the State of Maine as of October 1980, including workers employed in federal hospitals, as maintained by the Office of Personnel Management, U.S. Bureau of Labor Statistics.

Total estimated employment in state government includes employment in all state government units as of June 1979 except workers in state operated hospitals, or educational services such as elementary and secondary schools, vocational high schools, universities, colleges, junior colleges, and technical institutes.

Total estimated employment in local government includes employment in all municipal or quasi-municipal units as of May 1979 except local government owned hospitals, elementary and secondary schools, vocational high schools, universities, colleges, junior colleges and technical institutes.

Rounding

Detail may not add to the estimated totals due to rounding.

Relative Error

The relative errors listed for local government occupational employment were computed only for specific occupations and not for residual categories nor for occupational groupings. If the relative error of an occupational estimate exceeded 50 percent, the employment for that occupation was added to the residual category relevant to it. The relative error relates to the actual estimate before rounding. For an example of how the relative error is applied, see Accuracy of Occupational Data in the Methodology section.

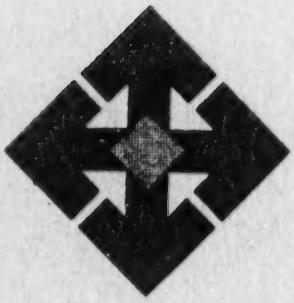
Percent of Establishments Reporting the Occupation

The percent of local government establishments reporting each occupation could not be readily calculated for groups of occupations, but only for specific occupations.

Abbreviations

na - not applicable
Empl. - Employment

The perceptual movement of the figure illustrates the two facets of research. Viewed one way, the four small arrows pointing to the central square represent the varied inputs to a research project. Viewed another way, the four large arrows pointing outward represent the widespread dissemination of the results of research.



DIVISION OF ECONOMIC ANALYSIS AND RESEARCH

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